DD/S 63-1705

2 5 APR 1963

MEMORANDUM FOR :   Deputy Director (Support)

Personnel 11

SUBJECT   :   Request for Funds from the Agency Central
                                   Club Fund

1.   This memorandum contains a recommendation submitted for your approval. Such recommendation is contained in paragraph 5.

2.   The Agency Chorale (Glee Club) is planning a schedule of several performances throughout the year in the auditorium. The first of these performances, 1 May and 2 May, has already been arranged and will soon be announced by a Headquarters Employee Bulletin.

3.   The Chorale director has requested our Recreation Officer to supply wood platforms on which the members of the Chorale might stand during the performance. Since there are 60 members in the group, it is necessary that they be placed in a tier arrangement in such a way as to provide full view of the director as well as a proper blending of voices. GSA has estimated the construction costs of the platforms at $167.04.

4.   We have previously discussed with you the manner in which lack of funds has impeded the development of our recreation program and this request by the Chorale is another example. Hopefully, with the establishment of the Employee Association currently under discussion, there will be adequate funds to meet these kinds of requests from the various clubs participating in the Recreation Association. At the present time, however, we are unable to provide the Chorale with the equipment it has requested.

5.   It is requested, therefore, that authorization be granted for the release of the sum of $167.04 from the Agency Central Club Fund for the purpose of constructing wood platforms for use by the Agency Chorale.

/s/ Emmett D. Echols

Emmett D. Echols
Director of Personnel

The recommendation in paragraph 5 is approved.

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Signed

L. K. White
Deputy Director (Support)

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